

**Massachusetts Board of Registration Real Estate Appraisers  
Minutes of the Board Meeting held on December 13, 2018**

**Conference Room 1C, 1<sup>st</sup> Floor**

**Time: 10:15 a.m.**

**Location: 1000 Washington St., Boston, MA**

**Members Present:**

Michael Giannelli, *Certified Residential Appraiser Member, Board Chairperson*

Timothy McDonough, *State Licensed Appraiser/Municipal Assessor*

Thomas Kokoliadis, *Banking Member, Board Vice-Chairperson*

William McLaughlin, *Certified General Member*

**Members Not Present:**

Michael Kramer, *Public Member*

Brian White, *Public Member*

David Paez, *Licensed Real Estate Broker Member*

**Administrative Staff Present:**

Robert Fortes, *Deputy Commissioner*

Shawn T. Murphy, *Executive Director*

Kristin Mitchell, *Program Coordinator*

Lynn Read, *Board Counsel*

**Public Present:**

Steve Sousa, *Executive Vice President of MBREA*

**Call to Order** – Michael Giannelli opened the meeting at 10:15 a.m.

**Evacuation Procedures:** Rob Fortes reviewed the evacuation procedures.

**Vote on Minutes of October 18, 2018** – MOTION was made by Timothy McDonough to approve the minutes of October 18, 2018 as written. The motion was seconded by William McLaughlin and unanimously adopted by the Board.

**Schedule Next Board Meeting Date** –Sub Committee Meeting Date: January 17, 2018. Full Board Meeting Date: February 21, 2018.

**Executive Director's Report to the Board:**

- a. Mr. Fortes introduced the new Executive Director, Shawn Murphy.
- b. ASC Audit Results. William McLaughlin asked the staff to look into if an automatic approval letter can be sent when Temporary Permits are completed in system.

**Board Counsel's Report to the Board:**

- a. Ms. Read discussed the upcoming Hearings and asked members to volunteer to attend.

**New Items:**

- (a) **Conditional Dismissal as potential case disposition** – Ms. Read discussed Conditional Dismissal Board adopted at last meeting.
- (b) **AQB withdraws approval of Hondros course, *Appraisal Review of Residential Properties***- Timothy McDonough motioned to withdraw from Hondros Course. The motion was seconded by William McLaughlin and unanimously adopted by the Board.
- (c) **Policy Statement- Criminal Conviction and Discipline Review Policy** – Ms. Read briefly discussed CORI policy and handed out copies to members. Will be added to next meeting's agenda to discuss more in depth.

**License Application Report:**

A MOTION was made by Timothy McDonough to adopt the License Application Report as amended. The motion was seconded by William McLaughlin and unanimously adopted by the Board.

First Name	Last Name	TC	Last action taken	Recommendations
Katherine	Sayle	CR	4 Reports Received	Board Denied
Scott	Bray	CG	3 Reports Received	Board Denied

**Education Report:**

A MOTION was made by Timothy McDonough to adopt the Education Report as amended. The motion was seconded by William McDonough and unanimously adopted by the Board.

**Courses For Agenda**

Provider Name	Course Name	Hours	Type	ResFlag	Recommendations
Calypso	FHA Site Inspection for Appraisers	7	C	NR	Board Approved
MA & RI Chap of AI	Economic Outlook & Real Estate Trends 2019	2	C	NR	Board Approved
Appraisal Institute	Review Case Studies General Synchronous	30/32	C	E	Board Approved
OREP	FHA Appraisal Standards	7	C	E	Board Approved
Hondros	Income Approach Review	7	C	R/NR	Board Approved

<b>Hondros</b>	<b>Appraising Small Res. Income Properties</b>	7	C	R	Board Approved
<b>Hondros</b>	<b>Mortgages, Appraisers &amp; Foreclosures</b>	7	C	R/NR	Board Approved
<b>Appraisal Institute</b>	<b>Rural Valuation Basics</b>	7	C	E	Board Approved
<b>Appraisal Institute</b>	<b>Two Advanced Income Capitalization Part A</b>	14	C	E	Board Approved
<b>Appraisal Institute</b>	<b>Two Advanced Income Capitalization Part B</b>	14	C	E	Board Approved
<b>ASA</b>	<b>How to Expand your Appraisal Practice</b>	3	C	R	Board Approved
<b>MBREA</b>	<b>Breakfast with the Experts GIS for Valuation</b>	3	C	R/NR	Board Approved

**Complaints and Investigative Conference, Closed Session per M.G.L. c. 112, s. 65C:**

MOTION to enter Closed Session under MGL ch. 112, section 65C was made by Timothy McDonough. The motion was seconded by William McLaughlin and unanimously adopted by the Board.

After the Investigative Conference the following was reported by the Board:

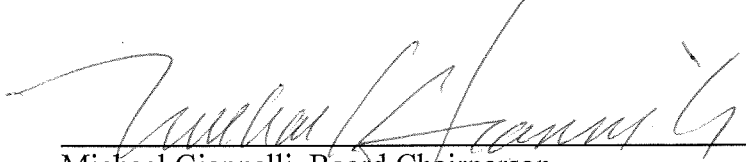
<b>Docket</b>	<b>Complainant</b>	<b>Licensee</b>	<b>Board review</b>
<b>2016-000356-IT-ENF</b>	<b>Board</b>	<b>Robert Fitzgerald</b>	<b>Sent to Office of Prosecutions</b>
<b>2017-001282-IT-ENF</b>	<b>Board</b>	<b>Michael Cassell</b>	<b>Sent to Office of Prosecutions</b>
<b>2018-000036-IT-ENF</b>	<b>Board</b>	<b>Michael Cassell</b>	<b>Sent to Office of Prosecutions</b>
<b>2018-000156-IT-ENF</b>	<b>Board</b>	<b>Todd Laramie</b>	<b>Sent to Office of Prosecutions</b>
<b>2018-000604-IT-ENF</b>	<b>Abbey Rd Realty</b>	<b>Brandon Churchey</b>	<b>For Board Review by WM</b>
<b>2018-000614-IT-ENF</b>	<b>Abbey Rd Realty</b>	<b>Dolores Churchey</b>	<b>For Board Review by WM</b>
<b>2017-001432-It-ENF</b>	<b>Fannie Mae</b>	<b>Adnan Salam</b>	<b>Sent to Office of Prosecutions</b>

A MOTION was made by Michael Giannelli to return to Open Session, seconded by Thomas Kokoliadis and unanimously agreed to by the Board.

Michael Giannelli made a MOTION to adjourn meeting at 12:19 p.m., seconded by Timothy McDonough and unanimously adopted by the Board.

**List of Documents Used:**

1. Agenda dated December 13, 2018
2. Draft Minutes of meeting held October 18, 2018

A handwritten signature in cursive script, appearing to read "Michael Giannelli", is written over a horizontal line.

Michael Giannelli, Board Chairperson  
Board of Registration of Real Estate Appraisers